THE ANNUAL REPORT
1991 - 1992
Calgary Regional Planning Commission

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THE COMMISSION

CHAIRMAN'S REMARKS

Economic conditions, with their direct impacts on the rate and pattern of land use changes, are an important factor in land use planning. It might be expected that poor performance in the energy and agriculture sectors of the economy in 1991-1992 would have a dampening effect on land use planning activity in the Calgary Region. Generally this has not been the case, and there has been a steady demand for the services provided by the Commission as a consequence.

Despite difficult conditions we have some indicators of resilience in the economy of the Calgary Region. Annual population growth was as high as 11% in municipalities close to Calgary and over 7% in Canmore. There was a drop in subdivision applications, but the number of lots approved remained steady despite the large lot inventory existing at the beginning of the year. Our monitoring of other key economic indicators suggests that our region will share in provincial growth which is expected to exceed the national average, at least by 1993. This is not to say that some of the communities in our region are not dealing with economic hardship. Even in these cases, however, municipal councils may turn to the Commission for advice on revitalization or on adjusting their planning documents to help improve the local economy and this is also reflected in the work of the Commission's committees and staff summarized in the pages of the Annual Report.

Amongst the items dealt with by the Commission as a whole, perhaps the most far-reaching in a regional context were the activities in the Bow Corridor. The Commission supported an annexation to the Town of Canmore, which the Town had negotiated with the MD of Bighorn. It included lands proposed for a major tourist, recreation and housing development. At year end the Commission was preparing to participate in a hearing on the proposal to be conducted by the newly-formed Natural Resources Conservation Board.

The Commission's most far-reaching involvement in a provincial context may turn out to be its support for the Premier's Towards 2000 Together initiative. As with the earlier Local Development Initiative, this involvement is indicative of the Commission's recognition of the important links between land use and economics. Both initiatives open up an untapped potential for regional planning commissions to play an increased role in the implementation of provincial policy at the regional level.

During the 1991-1992 reporting year we continued to give support to another long-standing provincial program, the Land Related Information System (LRIS) now operated by Land Information Alberta. We remain committed also to our own Regional Information System (RIS) with its links to LRIS, but we have delayed its further development until adequate funding is available.

Funding problems continue to reduce the Commission's ability to provide the services required of it. Between the end of the 1990-1991 reporting year and the end of the present 1991-1992 year we had to reduce our staff complement by 3.5 positions from 31 to 27.5. As a consequence we have ceased to collect and maintain data for the RIS land use database and we have lost a substantial portion of our graphics and desktop publishing skills.

Our Annual Meeting in June of 1991 was hosted by the Town of Crossfield at its

newly constructed community hall. The business meeting was followed by a walking tour of the Town, led by Commission Member Dean Joyce, and a Bar-B-Q. Our thanks go to the Town Council and Administration for helping to make a special event of the Annual Meeting in this the 40th year of the Commission's operations.

The exact anniversary of the signing of the Order in Council which established the Calgary District Planning Commission in 1951 was July 12. On that date in 1991 we commemorated the event with the cutting of a cake at our Stampede Breakfast and speeches by six former chairmen, including Mary Dover who served from 1958 to 1960. It was a memorable occasion which gave our present Members and staff an opportunity to reflect on the tradition to which they belong and to face the future with confidence.

One former Chairman was not able to attend the July 12 celebrations because of illness. Shortly afterwards Gordon Stehr was diagnosed as having cancer. He died in February 1992. Gordon had served as the Bighorn No. 8 representative on the Commission from 1983 to 1989. He was elected to the Executive in 1984 and to the position of Chairman in 1988. Gordon was an effective politician and a strong family man; in both his public and his private life he made a difference. We mourn his passing.

The Organizational Meeting in this last year before municipal elections saw few changes. Three municipalities reversed the roles of their Members and Alternates. Bruce Kendall became the Alternate for the MD of Bighorn and was replaced as the Member by Lorraine Fraser, herself no stranger to the Commission. Bill Middleton from the Town of Cochrane was replaced by Paul Daniels. Diana Hocking from the Town of Okotoks was replaced by John Tulick. There were also two new Alternates appointed: Irv Cherneski from the Town of High River and Rod Lepla from the Village of Irricana. We thank the retiring Members for their contribution and welcome the new Members and Alternates.

The Organizational Meeting also resulted in my re-election as Chairman and returned the incumbent vice-chairmen Fred Ball and John Schmal. We have worked together well again this year and I am grateful for their support and for the support of the rest of the Commission Members. Thanks go also to the Commission staff who, despite declining resources, manage to maintain high standards of service to help all of us in our decision making at both regional and municipal levels of planning.

Dr. Dan Campbell, Chairman

COMMISSION MEMBERSHIP

March 31st, 1992

Municipalities	Members	Alternates
City of Airdrie	Mr. Alan Warnock	Mr. Dan Oneil
		Mr. Rey Rawlins
Village of Beiseker	Mr. Dave Fegan	Ms. Gaye Stewart
M.D. of Bighorn No. 8	Ms. Lorraine Fraser	Mr. Bruce Kendall
Town of Black Diamond	Ms. Esther Rogers	Ms. Joyce Bowlby
City of Calgary	Mr. Craig Reid	Mr. Ray Clark
	Mr. Glen Johnston	Ms. Sharon Fisk
	Mr. John Schmal	Ms. Yvonne Fritz
		Ms. Sue Higgins
		Mr. Dale Hodges
		Ms. Carol Kraychy
		Mr. Ron Leigh
		Ms. Bev Longstaff
		Mr. Richard Magnus
		Ms. Barbara Scott
		Mr. Rick Smith
S.V. of Chestermere Lake	Ms. Elaine Peake	Mr. Vic Tkachuk
Town of Canmore	Mr. John Kende	Ms. Paula Andrews
		Mr. Bob Reynolds
Town of Cochrane	Mr. Paul Daniels	Ms. Lydia Graham
		Ms. Susan Edmunds
		Ms. Melanie Friesen
		Mr. Verne Friesen
		Mr. Jerry Jankiewicz
		Mr. Bill Middleton
Town of Crossfield	Mr. Dean Joyce	Mr. Edward Murray
M.D. of Foothills No. 31	Mr. Fred Ball	Mr. Frank Goettler
	Mr. Norman Podesky	Ms. Gwen Blatz
Town of High River	Dr. Dan Campbell	Mr. Richard Meyer
		Mr. Irv Cherneski
Village of Irricana	Ms. Maggie Daubert	Mr. Rod Lepla
Town of Okotoks	Mr. John Tulick	Ms. Diana Hocking
M.D. of Rocky View No. 44	Mr. Derry MacFarlane	Ms. Gloria Wilkinson
	Ms. Carol Jorgensen	Mr. Gord Vincent
Town of Strathmore	Mr. Terry Peterson	Mr. Gary Hovdebo
Town of Turner Valley	Mr. Jack Pitter	Mr. Hal Rugg
County of Wheatland No. 16	Mr. Ken Seitz	Mr. Charles Hall

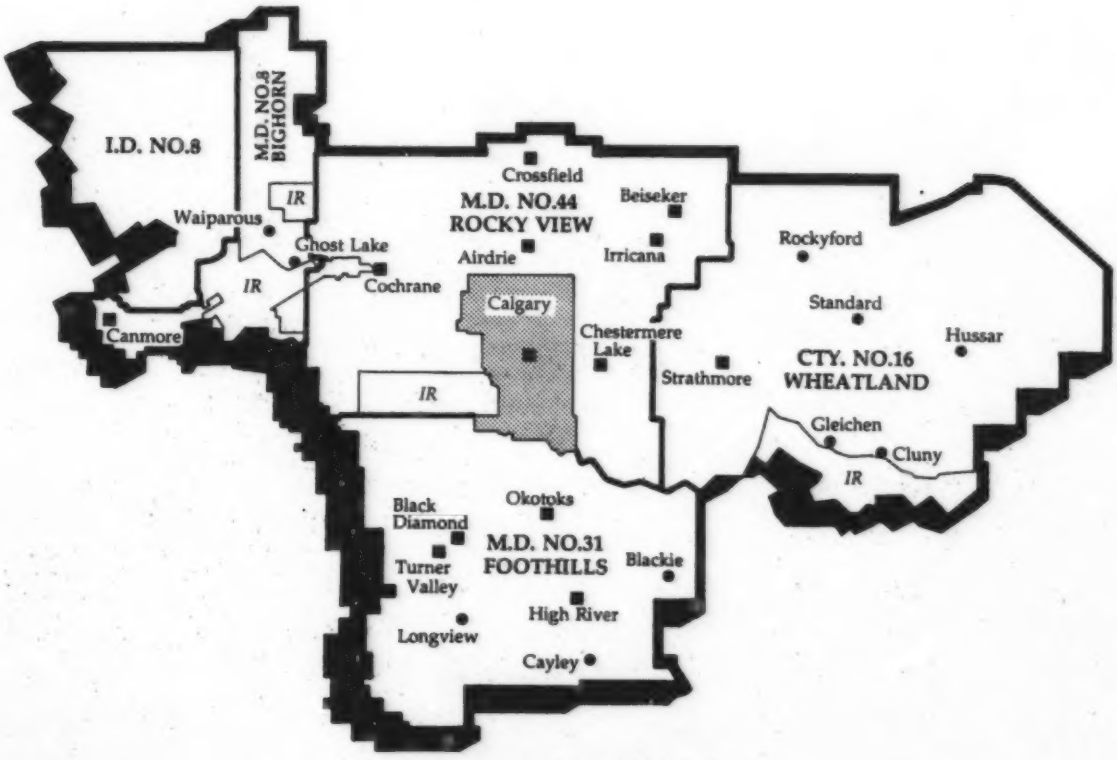
Municipalities without Regular Representation

Village of Blackie	Town of Gleichen	Village of Standard
Village of Cayley	Village of Hussar	S.V. of Waiparous
Village of Cluny	Village of Longview	I.D. No. 8
S.V. of Ghost Lake	Village of Rockyford	

RESPONSIBILITIES AND JURISDICTION

The Calgary Regional Planning Commission is one of ten regional planning commissions established under the Planning Act of Alberta and funded jointly by the municipal and provincial levels of government through the Alberta Planning Fund. Within the region illustrated on the map below, its principal responsibilities are to:

- administer the Regional Plan;
- exercise subdivision approving authority where this has not been delegated to municipalities;
- provide planning advice and assistance to municipal councils;
- advise on annexations;
- encourage public participation in planning.



■ *Urban Member*
IR *Indian Reserves outside Commission jurisdiction*
All rural municipalities, except I.D. No. 8, appointed Members

THE STANDING COMMITTEES

COMMITTEE MEMBERSHIP

March 31st, 1992

Executive Committee

Dr. Dan Campbell, Town of High River (Chairman)
Mr. Fred Ball, M.D. of Foothills No. 31 (First Vice-Chairman)
Mr. John Schmal, City of Calgary (Second Vice-Chairman)

Co-ordinating and Research Committee

Mr. Derry MacFarlane, M.D. of Rocky View No. 44 (Chairman)
Mr. Fred Ball, M.D. of Foothills No. 31 (ex-officio)
Dr. Dan Campbell, Town of High River (ex-officio)
Mr. Dave Fegan, Village of Beiseker
Ms. Lorraine Fraser, M.D. of Bighorn No. 8
Mr. Glen Johnston, City of Calgary
Mr. Dean Joyce, Town of Crossfield
Mr. John Kende, Town of Canmore
Mr. Jack Pitter, Town of Turner Valley
Mr. John Schmal, City of Calgary (ex-officio)
Mr. Ken Seitz, County of Wheatland No. 16

Provincial Representatives
Ms. Brenda Ralston, Alberta Agriculture
Mr. R.S. Morrison, Alberta Environment
Mr. Mike Seifert, Alberta Transportation

Roads Study Committee*

Mr. Fred Ball, M.D. of Foothills No. 31 (ex-officio)
Dr. Dan Campbell, Town of High River (ex-officio)
Ms. Lorraine Fraser, M.D. of Bighorn No. 8
Ms. Carol Jorgensen, M.D. of Rocky View No.44
Mr. John Schmal, City of Calgary (ex-officio)
Mr. Ken Seitz, County of Wheatland No. 16
Mr. John Tulick, Town of Okotoks
Mr. Alan Warnock, City of Airdrie

** Without a Chairman at March 31, 1992 because the committee had not met since its membership changed at the Organization Meeting in November, 1991.*

EXECUTIVE COMMITTEE

The Executive Committee deals with personnel and financial matters assigned to it in the Commission's Organization Manual and with other items delegated by the Commission. It met on 12 occasions during the 1991-1992 reporting year. In addition I had meetings with the Minister and the Alberta Planning Board to discuss funding and, on two of these occasions, I was accompanied by another Executive Member.

The Committee's main task in the financial area was overseeing and monitoring of the Commission's 1992-1993 budget submission to the Alberta Planning Board. Our proposals for computer-related expenditures, based on an updated computerization strategy, were included in the main operating budget submission this year, at the request of the Board. A separate budget was prepared to fund contract staff to help meet an unsatisfied demand of 21 person years of project work requested by our client municipalities.

The Board's response to the main submission represented a marginal increase from the previous year's budget but was not sufficient to account for inflation and contained no funding to allow the Commission to match non-management cost of living salary adjustments expected to be negotiated for equivalent Provincial employees in 1992-1993. The shortfall between the Commission's needs and the Board's response is expected to be at least $95,000. Budget adjustments included a reduction of our staff complement by two positions leaving us with a total of 27.5. As in previous cases of downsizing, the Board allocated monies from the Alberta Planning Fund towards the cost of severance packages. The Executive Committee regrets the loss of two valuable staff members and the consequent reduction in service to our clients.

Because the Commission reduced the number of its regular meetings as a cost saving measure during the reporting year, it delegated subdivision approving authority to the Executive Committee to ensure that no subdivision approvals were delayed. The Committee exercised its delegated authority in August and January.

The balance of the Committee's work included the monitoring of the Administration's financial and personnel management. These ongoing responsibilities gave the Executive Members an appreciation of the organization's efficient and effective use of its limited resources.

In closing I want to thank the other Members of the Committee, Fred Ball and John Schmal, for their dedication to the work of the Executive.

Dr. Dan Campbell, Chairman

ROADS STUDY COMMITTEE

The Roads Study Committee meets annually to review future highways, highway relocations, improvements and extensions in the Commission area, and to present its comments on these subjects to Alberta Transportation and Utilities. The Committee also discusses the designation, location and extension of secondary roads in the Commission area and shares information on these matters amongst the municipal representatives at the meeting. It traditionally meets once each year with representatives from Alberta Transportation and Utilities, the City of Calgary Transportation Department, and adjacent urban and rural municipalities.

This year's meeting was held on May 24, 1991. Alberta Transportation and Utilities reviewed changes and improvements to the primary highways and secondary roads in the Calgary Region. Projects completed or proposed include work done over the entire Commission area. The Department's Road Partnership Program was also discussed whereby money has been set aside to pave roads in a 50-50 cost share program on a first come first served basis.

Items on the agenda from the City of Calgary included the year's work program and the Transportation Improvements Priority Study. Alberta Transportation and Utilities also discussed planning initiatives in the Calgary Region, including the Calgary Regional Transportation Model, the Calgary Ring Road/Penetrators Agreements and other on-going data collection needs.

Specific details of these and other projects are available from Alberta Transportation and Utilities, or Commission staff. In all, the Members found the meeting to be informative and we look forward to continuing contacts with the Department.

Ken Seitz, Chairman

CO-ORDINATING AND RESEARCH COMMITTEE

The Co-ordinating and Research Committee meets to study and co-ordinate general planning matters. Items that may be referred to the Committee include: information and research aimed at supporting planning in the region; inter-municipal planning matters, including annexation; and provincially initiated studies, referrals and other provincial liaison matters.

The Committee was active during the past year and dealt with a number of important referrals from provincial and municipal agencies. In April the Committee reviewed and commented on a framework document circulated by the Environment Council of Alberta that was part of the Alberta Conservation Strategy program. Later in the year, the Members adopted a brief to present to the Toward 2000 Together regional public forum; this initiative by the Provincial Cabinet is aimed at developing a province-wide economic strategy. Throughout the year, the Committee also commented on Alberta Environment's proposed changes to provincial water management legislation and policies as well as the Calgary Economic Development Authority's program entitled Calgary into the 21st Century. The Members view these referrals as being significant and we spend a lot of effort in responding to them.

As in the past years, the Members reviewed a number of reports in our Prospect series. The Economy report was reviewed in April and the Recreation and Population reports in June. In response to some projections in the Population report, the Committee recommended to the Commission that meetings should be held with interested School Boards in the region to share information. These meetings were held in February of 1992 and were of benefit to all who attended. At our Committee meeting in February, three additional Prospect reports were approved for publication by the Members: Population, Urban Land and Lot Supply, and the Elderly in the Calgary Region.

In addition to the preceding items, the Committee dealt with a number of administrative issues over the past year. For example, last April the Members reviewed our Regional Plan Amendment Guide and incorporated a number of revisions. In all, the Members were involved in a wide range of subject areas and we look forward to the challenges that lie ahead.

Derry MacFarlane, Chairman

THE STAFF

COMMISSION STAFF

March 31st, 1992

Director

Ivan Robinson

Regional and Rural Planning Division

Manager - John Rusling
Supervisor - Miles Cullum

Regional Planning Services
Kathy Beatson
Michele Broadhurst*
Lorie Pesowski*
Diane Pomeroy*
John Scholtz
Myrna Tierney

Rural Planning Services
Debra Bishop*
Linda Ratzlaff
Allison Williams

Urban Planning Division

Manager - Karl Nemeth
Supervisor - Fred Young
RIS Co-ordinator - Gail Sokolan
Ian Cope
Gordon Falk
Steve Hanhart
Nicholas Makale
Robert Maniago

Administration Division

Manager - Lyn Walker

Administration Services
Deanna Bruvold
Wendy Eastman
Jill Morgan
Darlene Perrier
Linda Staus*

Drafting and Graphics
Co-ordinator - Kelly Laatsch
Rae Brietzke*
Sherry Gardin

1991/1992 Contracts

Janet Steckley (Census)

** These staff members were permanent part-time employees.*

DIRECTOR'S REPORT

Commission staff help to shape the future of the Calgary Region by providing advice for municipal and region-wide planning and by contributing to Provincial programs and processes which have local and regional implications.

By far the largest portion of our staff resources (more than 57%) was directed to municipal planning in 1991-1992. Well over half of this municipal work comprised subdivision processing and day to day advisory services to municipalities and the public on subdivision and development. Long range rural project work was done in the Municipal Districts of Bighorn, Foothills and Rocky View and a new Land Use Order was prepared for Improvement District No. 8. Long range urban projects were done in Airdrie, Black Diamond, Chestermere Lake, Cochrane, Irricana, and Turner Valley. Urban land use by-law work was done in Beiseker, Longview, and Rockyford.

Region-wide planning absorbed about 20% of staff resources. The year saw fewer site-specific Regional Plan amendment applications because of the negotiated comprehensive urban fringe policies now incorporated into our Plan.

The balance of staff time, about 22%, was used to provide administrative and technical support to the planning programs.

Our contributions to Provincial programs and processes during the reporting year included participation on the Prairie Conservation Co-ordinating Committee, ERCB hearings and consultation processes on sour gas issues east of Calgary, the Elbow River Valley Water Quality Task Force and the Land Related Information System program. We also commented on the Environment Council of Alberta's draft Conservation Strategy and made submissions to the Toward 2000 Together initiative and to the review of Provincial water management policy and legislation.

It was with regret that I had to reduce our staff complement this year by 3.5 positions, because of lack of funding. The reduction was achieved by terminating 1.5 contract positions and 2 permanent staff member positions, the latter occupied by Mary Thomson and Patricia Costen. Both Mary and Pat were consistently good performers and we had benefited from their contribution, in Mary's case over a period of 12 years.

As resources decline, it becomes more and more obvious that high standards of service cannot be maintained without high calibre staff. Our planners, most of whom are registered as professional Alberta Community Planners, are supported by well-qualified administrative and technical staff. A measure of the staff's experience and knowledge of the Region is given by the length of service with the Commission: an average of almost ten years. This year, five staff members each received a silver logo pin in recognition of ten years of service: Miles Cullum and Lorie Pesowski from Regional and Rural Planning, Nick Makale from Urban Planning, Wendy Eastman from Personnel/Accounting and Sherry Gardin from Drafting/Graphics. This brings to 18 the number of staff who have received the 10-year service recognition.

I thank all of the staff for their efforts in 1991-1992 and look forward to another year of achievement ahead.

Ivan Robinson, Director

REGIONAL AND RURAL PLANNING DIVISION

The Regional and Rural Planning Division is responsible for administering the Regional Plan, preparing rural general municipal, area redevelopment and area structure plans, providing planning advice to rural councils, and conducting general, region-wide research projects. The Division offers two services: Regional Planning Services, which is responsible to the Commission on Regional Plan matters and research reports; and Rural Planning Services, which is responsible for statutory planning matters, including related public participation, and advisory services to rural councils.

Regional Planning Services

Continuing involvement in implementing the Calgary Regional Plan was a major project for the Regional Planning staff in 1991-1992. During the year, Regional planners assisted the Commission by processing four Regional Plan amendments and 858 subdivision and development referrals. Processing referrals is always a time-consuming task and was complicated in 1991-1992 by the continuing high level of subdivision and development in the Calgary region. It is also important to highlight that in 1991-1992, we processed only four Regional Plan amendment applications. There are now six comprehensive urban fringe policy schedules in the Regional Plan and these are dramatically reducing the number of amendments we are receiving.

The Section's Municipal Census Assistance Program continued again this year, involving an unusually high total of 18 municipalities. Staff provided forms and manuals, trained census takers, and compiled results. In February, the report, "Census Results 1991; Selected Comparisons" was published. At year end, we are gearing up for the 1992 program, in which 12 municipalities will participate.

Throughout 1991-1992, staff were actively involved in our research work on Prospect - A Compendium of Data and Forecasts of Socio-economic and Environmental Issues. The general objective of the work program on Prospect is to expand our information services efforts into a variety of areas of trend analysis and forecasting. The subject areas that have been selected, and for which reports were prepared are: population, economics, urban land and lot supply, subdivision activity, the elderly, and trends affecting planning in our region. Again this year, the Section also produced Regional Trends Review, which is a publication monitoring trends affecting the economy of the region.

As in past years, staff also represented the Commission on a number of external committees, including the Prairie Conservation Co-ordinating Committee, steering committees for Crown land plans, and the Alberta Transportation and Utilities Steering Committee for the development of a regional transportation forecasting model. Considerable staff resources were also spent preparing briefs for a number of Provincial initiatives, including the Toward 2000 Together program and proposed changes to water management legislation.

Regional Planning Services also operates the Commission's library, which makes an extensive collection of planning publications available to planners and the general public. The public's use of our facilities continues to increase. The Division is also responsible for the production of the Commission's newsletter, "Update".

Rural Planning Services

The Rural Planning staff had a busy year in 1991-1992. For the M.D. of Foothills, staff were involved in preparing the Highway 2A Industrial Area Structure Plan. This Area Structure Plan will provide for future industrial growth in the corridor between Aldersyde and High River. Staff are also assisting the M.D. with its transportation study and began work on updating the Land Use By-law.

For the M.D. of Bighorn, staff were actively involved on the M.D.'s General Municipal Plan program. Staff assisted in the data collection, policy formulation and public participation phases. Using digital maps, staff also consolidated and reformatted the mapping component of the M.D.'s Land Use By-law; in the upcoming year, the textual component of the By-law will be reviewed. Also during the past year, staff participated on a number of inter-agency committees affecting the M.D. of Bighorn, such as the Municipal Affairs' employee housing study, a Management Plan for a natural area in the Bow Valley, and the Bow Canmore Transportation Study.

For the M.D. of Rocky View, we assisted municipal staff in reviewing and updating the M.D.'s General Municipal Plan in the demographic and sour gas areas; the demographic paper we prepared documented population trends and projections, while the sour gas work updated information on reserves and facilities, as well as regulations pertaining to sour gas development. Late in the year, we began to assist the M.D. staff in drafting environmental policy.

Also in 1991-1992, we prepared a new Land Use Order for Improvement District No. 8. This Order was challenging because there is no private land in the I.D. and coordination with other Crown agencies was important.

Division staff also provided subdivision planning services for the M.D. of Bighorn. The remaining rural municipalities are their own approving authorities. Also in the rural jurisdictions, considerable staff time was spent assisting with the review of development proposals and providing advisory services to municipal planning commissions, councils and staff.

John Rusling, Manager

URBAN PLANNING DIVISION

Urban growth created changes to municipal priorities during this past year which resulted in shifts to the Division's work programs. Long range planning activities were reduced to accommodate preparation of concept plans, development schemes and by-law amendments for development proposals not contemplated in municipal long range planning scenarios.

Considerable resources were expended in preparing concept plans for lands within Okotoks, Strathmore, and High River, to pave the way for immediate commercial institutional and industrial developments. Revisions to land use by-laws to provide better control on home occupations and mobile homes were adopted for Cochrane and Irricana, and a new historical preservation district was prepared to provide a transition from residential to commercial uses in the Okotoks downtown area. A major parking study and parking layout scheme was completed and implemented for Strathmore's main commercial street.

In addition to the aforementioned work, staff devoted a great deal of time to participating in municipal committees and assisting municipal consultants in their projects. The projects in which staff were involved included preparing population projections for the Black Diamond/Turner Valley amalgamation study, assisting in Gleichen's economic development initiative, advising and assisting in questionnaire development for High River's long range plan, and assistance in the preparation of Longview's tourism promotion strategy. A staff member served as a voting member on the Banff land use by-law steering committee. As well staff were active members on the committee for the review of an Okotoks downtown economic revitalization study, and the initiation of a strategic action plan for Strathmore. Also the Urban Division participated in the review of provincial environmental regulations as part of an interdivisional preparation of a Commission response.

These initiatives were fundamental to future studies being undertaken or development pressures experienced by the municipalities.

The number of subdivision applications dropped but the number of lots approved increased slightly over last year's totals. Although a considerable lot inventory existed at the beginning of the year, house building activity precipitated a need to maintain or add to the market supply.

A draft General Municipal Plan for Irricana was completed and is in the adoption process. Work is continuing on a General Municipal Plan review for the City of Airdrie.

Staff completed area structure plans for residential uses in Turner Valley and Chestermere Lake, and undertook preparation of an area structure plan for residential uses in Black Diamond. The Bow Valley Trail Area Structure Plan for entrance commercial uses in Canmore was adopted after four years of negotiations between the landowner, Alberta Transportation and Utilities, and the municipality on land uses, road rights-of-way and alignment requirements.

Staff are also preparing a major comprehensive area redevelopment plan for the downtown and vicinity lands in the Town of Cochrane. The planning area involves the existing built up portion of industrial lands, a now vacant wood preserving plant, and the main downtown business section. Of particular importance in the Planning process is the interface with

adjacent industrial and residential land uses and linkage across the Canadian Pacific main railway right-of-way.

Land use by-law reviews were undertaken for Beiseker, Longview, and Rockyford. New comprehensive land use by-laws were adopted by Beiseker and Longview, while Rockyford's is in the draft review stage. Staff prepared numerous amendments to existing by-laws to recognize various development schemes, and land redesignations to accommodate subdivision applications. The by-law reviews and their amendments are a positive sign that the communities are active and are willing to amend legislation to accommodate developers' proposals, where such amendments would be of mutual benefit.

The Commission's computerized region-wide information system continued to provide information to the planners and municipalities. Unfortunately the data collection and maintenance program of the system has been shelved due to budgetary constraints. Work will continue on system development and maintaining a close liaison with the Province as it continues to develop products and service for the Land Information Alberta Gateway System. For the majority of the year maintenance of the urban data bases, bringing High River's data and mapping bases on stream, and preparing for the census program consumed considerable staff resources. Staff processed information requests for parcel data for Strathmore, Cochrane, and Airdrie. Staff provided information and assistance to a consultant developing a pilot program for Strathmore for the computerization and analysis of assessment data.

Urban planners continue to spend the majority of time, over 60 percent, providing day to day advisory service to the urban communities, the public, and applicants for subdivision and development. Through this level of service the Division is able to assist the Council members and administration in achievement of the communities' goals and aspirations.

Even though the economic picture is not bright in other areas, our urban municipalities have experienced average population growth rates of 4% with the larger urban municipalities having growth rates as high as 11%. This growth is reflected in the number of stated projects undertaken and the statistical data contained in the following pages of this report; the Urban Division Staff have provided a considerable amount of planning work to municipalities within the Region. Staff look forward to meeting the challenge of continuing to provide a consistent level of service in these times of steady demand for our resources, with declining funds.

Karl Nemeth, Manager

ADMINISTRATION DIVISION

The staff of the Administration Division provide a wide variety of support functions to the organization. Under the administration umbrella are financial reporting, budgeting, payroll, project management, personnel, and building maintenance. The support services covered are word processing, drafting, graphics, and printing.

From a financial perspective, we have experienced a busy year. The funding level for this year was such that it was necessary to make some major downward adjustments to our proposed 1991-1992 expenditures. Accordingly, at the beginning of the fiscal year, 1.5 positions were deleted from our complement reducing it from 31.0 to 29.5 and the salary budget was reduced to reflect this cut. Because these positions had been occupied by Regional Information System contract staff whose employment ended on March 31, 1991, there was no termination of permanent employees. This action, coupled with numerous cuts to non-salary accounts insured that we would not have a shortfall at the 1991-1992 year end. In the same theme, we received notification of our 1992-1993 funding level in January 1992. Again, our projection of required expenditures was significantly greater than the approved operating grant. Our non-salary operating accounts are at a "bare bones" level and we could not realistically reduce them. At the end of January we abolished two more staff positions and terminated the employment of the incumbents. One position was that of the Graphic Artist and the other was that of the Regional Information System Technician. Within the space of one year our approved complement has been reduced from 31.0 to 27.5. In order to continue to effectively serve our members, we sincerely hope that there will be no further reductions.

Over the past year the drafting section has continued to handle a heavy work load. The volume of legal plan corrections which must be incorporated into our base maps to keep them current has stayed at the high level of the past year - approximately 200% above normal. Also, in 1991, the digital base map for the Town of High River became available from the Provincial Land Information Services Division and has been added to our growing list of digital municipal mapping. The only digital base map for our area which we do not yet have is for Canmore and it is our understanding that this base should be available in the upcoming year. In addition to our 1:5,000 scale municipal mapping, we now have the 1:250,000 scale digital base maps for Wheatland, Bighorn, and Foothills. The municipalities and CRPC cost shared the purchase of this information so that we would have some computer mapping for the rural areas of the Commission.

The deletion of the Graphic Artist position will be keenly felt by the drafting section and by the whole organization. However, we feel that although the presentation of future reports may not be up to our past expectations, the high standards we set for the written portion of our documents will not be affected.

Of great help in maintaining the professional appearance of our publications is the utilization of Wordperfect 5.1 software by our word processing section. Conversion from the AES stand alone system to personal computers linked into the office network has basically been accomplished in this budget year by adding two more work stations to the existing one. We do not anticipate retiring the AES system entirely until closer to the end of this year

when all of the section has had a chance to become proficient on the new equipment.

We have now almost achieved our goal of one hundred percent in-house printing. When it became necessary during the year to replace a 15 year old photocopier, we purchased a Xerox 1075 to complement our offset press. This new copier can print approximately 70 copies per minute and is able to produce double sided, collated, corner stapled reports quickly and with minimum handling. Because this acquisition is a replacement for obsolete capital equipment, the Board financed its purchase over and above our regular funding.

The past year has been a busy and productive one for the Administration Division. As always, we thank our co-workers for their cooperation in helping us to meet our deadlines.

Lyn Walker, Manager

FINANCIAL STATEMENTS

Deloitte & Touche

Deloitte & Touche
Chartered Accountants

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AUDITORS' REPORT

The Members of the Calgary Regional Planning Commission

We have audited the balance sheet of Calgary Regional Planning Commission as at March 31, 1992 and the statement of revenues, expenditures and changes in operating capital for the year then ended. These financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance as to whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Commission as at March 31, 1992 and the results of its operations and the changes in its financial position for the year then ended in accordance with the accounting principles described in Note 1.

Deloitte & Touche

Chartered Accountants

Calgary, Alberta
April 24, 1992

BALANCE SHEET

as at March 31st, 1992
Calgary Regional Planning Commission
(Incorporated under the Planning Act of Alberta, 1977)

	1992	1991
Assets		
Operating fund		
Cash	$ 96,176	$ 113,802
Accounts receivable	14,428	27,216
	$ 110,604	$ 141,018
Capital fund (Note 2)		
Land and building	$ 1,013,498	$ 1,013,498
Furniture and equipment	517,376	507,946
Due from operating fund for computer acquisitions	-	10,000
	$ 1,530,874	$ 1,531,444
Liabilities and Fund Balances		
Operating fund		
Accounts payable and accrued liabilities	$ 22,421	$ 44,193
Due to capital fund for computer acquisitions	-	10,000
Operating Capital	88,183	86,825
	$ 110,604	$ 141,018
Capital fund		
Mortgage loans (Note 3)	$ 353,284	$ 419,631
Equity in fixed assets	1,177,590	1,111,813
	$ 1,530,874	$ 1,531,444

Approved on behalf of the Commission

_____ *Chairman*

_____ *Director*

OPERATING FUND

Statement of revenues, expenditures and changes in operating capital for the year ended March 31st, 1992

Calgary Regional Planning Commission

	1992	1991
Revenues		
Alberta Planning Fund	$ 1,964,765	$ 1,852,154
Subdivision fees	43,920	38,820
Interest income	19,061	39,591
Publication sales	1,673	1,951
Map sales	1,608	1,307
Miscellaneous	825	8,708
	2,031,852	1,942,531
Expenditures		
Staff salaries		
Permanent	1,419,517	1,319,372
Overtime	23,219	37,675
Temporary	3,897	3,000
Staff benefits	173,758	153,782
Office		
Occupancy	73,982	72,981
General office supplies	11,418	14,322
Telephone	8,978	10,382
Postage	7,279	10,461
Loan principal payments	66,347	42,850
Interest	42,525	35,256
Equipment repairs and maintenance	39,719	45,444
Fixed assets	34,451	20,704
Members' meetings	29,360	38,154
Staff travel	27,909	28,396
Printing and duplication	24,739	22,032
Members' travel	9,376	12,603
Risk insurance	3,528	2,414
Staff training	381	6,540
Special reserve for building renovations (Note 2)	-	15,046
Other operating expenses		
General	8,626	10,792
Audit and accounting	7,634	7,607
Advertising	4,978	13,608
Land titles office	3,485	8,182
Consultants	2,862	19,740
Legal fees	1,328	8,680
Aerial photography	600	70
Public relations	598	2,036
Recruitment and relocation	-	13,046
	2,030,494	1,975,175
Excess (deficiency) of revenues over expenditures	1,358	(32,644)
Operating capital at beginning of year	86,825	119,469
Operating capital at end of year	$ 88,183	$ 86,825

NOTES TO THE FINANCIAL STATEMENTS

1. Summary of Significant Accounting Policies

The Commission follows the accounting principles recommended by the Alberta Planning Board and prepares its financial statements on the fund basis of accounting using the accrual method. Fixed assets of amounts greater than $500 are capitalized in the accounts at cost, with no provision for depreciation or amortization. Fixed asset additions of amounts less than $500 are expensed.

A statement of changes in financial position has not been prepared because the information it would provide is apparent in the financial statements.

2. Capital Fund Assets

	Land and Building	Furniture and Equipment	Total 1992	Total 1991
Balance, beginning of year	$ 1,013,498	$ 507,946	$ 1,521,444	$ 1,245,313
Additions during the year from:				
Operating Fund	-	45,992	45,992	320,704
Special reserve of the Operating Fund for building renovations	-	-	-	50,000
Disposals during the year	-	(36,562)	(36,562)	(94,573)
	1,013,498	517,376	1,530,874	1,521,444
Due to Operating Fund for building renovations				
Balance, beginning of year	-	-	-	34,954
Transfer to this reserve from year-end operating capital	-	-	-	15,046
Purchases	-	-	-	(50,000)
	-	-	-	-
Due to operating fund for computer acquisitions				
Balance, beginning of year	-	10,000	10,000	10,000
Purchases	-	(10,000)	(10,000)	-
	-	-	-	1,531,444
Balance, end of year	$ 1,013,498	$ 517,376	$ 1,530,874	$ 1,531,444

3. Mortgage Loans

Loan One - $115,646

This demand loan, bearing interest at prime plus 1%, is secured by a first mortgage on land and building. This mortgage is guaranteed by the Government of Alberta and is repayable in monthly principal and interest installments of $5,768. Principal payments are included in expenditures in the year they are made.

Principal payments based on an estimated 9% interest rate over the next two years are as follows:

1993-	$ 61,293
1994-	54,353
	$ 115,646

Loan Two - $237,638

This demand loan, bearing interest at 8 3/4% to February 27, 1993, is secured by a second mortgage on land and building. This mortgage is guaranteed by the Government of Alberta and is repayable in monthly principal and interest installments of $3,255. Principal payments are included in expenditures in the year they are made.

Principal payments based on an estimated 8 3/4% interest rate over the next five years are as follows:

1993-	$ 19,017
1994-	20,750
1995-	22,640
1996-	24,702
1997-	26,953
	$ 114,062

[redacted]

STAFF MEETINGS

Location	Council, D.A.B.,M.P.C.*	Local Administration**	Site Inspections	Public Groups, Open Houses	Government Agencies	Others***
Region	9	3	8	9	33	100
M.D. of Bighorn	34	42	14	15	27	23
M.D. of Foothills	4	16	12	2	9	25
M.D. of Rocky View		14	2			26
Co. of Wheatland		6	2			4
I.D. No.8			2			1
City of Airdrie	5	15	1	2		2
Town of Banff		14				
Village of Beiseker	4	2		1		
Town of Black Diamond	8	4	2			3
Village of Blackie	2	3				
City of Calgary		3				
Town of Canmore	7	10	5	1	1	12
Village of Cayley	3	6	5			2
S.V. of Chestermere Lake	16	14	3	2	1	20
Village of Cluny	1		1			1
Town of Cochrane	17	7	6			8
Town of Crossfield	6	7	2	2		1
S.V. of Ghost Lake	1					
Town of Gleichen	1	3	3			
Town of High River	18	11	12	1		4
Village of Hussar		2				1
Village of Irricana	8	4	1	2		
Village of Longview	3	7	1			2
Town of Okotoks	28	21	10	3		
Village of Rockyford		3				
Village of Standard	2	2	1			1
Town of Strathmore	13	9	6			3
Town of Turner Valley	6	6	7	1		8
S.V. of Waiparous	9					
Total	**205**	**234**	**106**	**41**	**71**	**247**

Notes:

* *D.A.B.: Development Appeal Board; M.P.C.: Municipal Planning Commission.*

** *Includes special purpose and steering committee meetings.*

*** *Includes pipeline hearings, land use surveys, and meetings with consultants and landowners or developers.*

PROJECTS AND PROCESSING

Location	Regional Plan Amendments	Special Projects*	General Municipal Plans**	Subdivision Referrals	Development Land Use By-law Amendment or Redesignation Referrals
Region		30			
M.D. of Bighorn		6	1		
M.D. of Foothills	1	6		260	174
M.D. of Rocky View	1	2		221	121
Co. of Wheatland				70	
I.D. No.8					2
City of Airdrie		3	1	27	
Village of Beiseker		1			
Town of Black Diamond		1			
Village of Blackie					
City of Calgary				18	
Town of Canmore		2		27	9
Village of Cayley		1			
S.V. of Chestermere Lake		3	2		
Village of Cluny		1			
Town of Cochrane		1			8
Town of Crossfield					1
S.V. of Ghost Lake					
Town of Gleichen		1			
Town of High River		2	1		2
Village of Hussar		1			
Village of Irricana		1			
Village of Longview		2			
Town of Okotoks	2	2			9
Village of Rockyford					
Village of Standard		1			
Town of Strathmore		1			1
Town of Turner Valley		1	1		2
S.V. of Waiparous		2			
Total	**4**	**71**	**6**	**623**	**329**

Notes:

* ***Includes census assistance program, special research projects, feasibility studies, background studies, background reports for statutory plans and assisting municipalities on their response to Regional Plan amendments and appeals.***

** ***Includes new documents, consolidations, reviews and amendments.***

PROJECTS

Location	Land Use By-laws*	Area Structure Plans*	Area Redevelopment Plans*	Urban Fringe and Annexation Reports	Municipal Design Work	Other By-laws**
Region	7	6		2		
M.D. of Bighorn	1					
M.D. of Foothills	3	3		1		
M.D. of Rocky View						
Co. of Wheatland						
I.D. No.8	1					
City of Airdrie						
Village of Beiseker	2					
Town of Black Diamond	2					
Village of Blackie						
City of Calgary						
Town of Canmore		1				
Village of Cayley	1					
S.V. of Chestermere Lake	7	1				1
Village of Cluny	1	2				
Town of Cochrane	8					
Town of Crossfield	2					
S.V. of Ghost Lake	1					
Town of Gleichen						
Town of High River	1				2	
Village of Hussar						
Village of Irricana	1					1
Village of Longview						
Town of Okotoks	8	1	1			
Village of Rockyford	3					
Village of Standard	2					1
Town of Strathmore					1	1
Town of Turner Valley		1				
S.V. of Waiparous					1	
Total	**51**	**15**	**1**	**3**	**4**	**4**

Notes:

* *Includes new documents, consolidations, reviews, amendments, and Regional Plan conformity reviews.*

** *Includes by-laws for road closure and disposition of municipal reserve.*

SUBDIVISION DECISIONS

Location	Tentative Subdivision Plans					Outline Subdivision Plans			
	Total*	Commission Approved	Director Approved	Refused	Pending	Total*	Approved	Refused	Pending
M.D. of Bighorn	11	4	1	4	2				
Village of Beiseker									
Town of Black Diamond									
Village of Blackie	1		1						
Village of Cayley	3	2	1						
S.V. of Chestermere Lake	7	2	1	4					
Village of Cluny	1	1							
Town of Cochrane	11	6	3	1	1	1	1		
Town of Crossfield	2	1	1						
S.V. of Ghost Lake									
Town of Gleichen	2		3						
Town of High River	11	3	6		2				
Village of Hussar									
Village of Irricana	2	1		1					
Village of Longview									
Town of Okotoks	11	5	2		4	1	1		
Village of Rockyford	1		1						
Village of Standard	1		1						
Town of Strathmore	9	2	4		3				
Town of Turner Valley	3	2	1						
S.V. of Waiparous									
Total	76	29	26	10	12	2	2		

Notes:

* *Totals include work on subdivision applications carried over from the previous fiscal year.*

SUBDIVISION DECISIONS

Decisions on Tentative Plans

	Urban	Rural	Total
Approved	51	5	56
Refused	6	4	10
Total	57	9	66

Reasons for Refusal on Tentative Plans

	Urban	Rural	Total
Contrary to Land Use By-law	5	4	9
Contrary to Regional Plan			
Contrary to Subdivision Regulation	1		1
Contrary to Subdivision Regulation and Regional Plan			
Total	6	4	10

Appeals to the Alberta Planning Board

	Urban	Rural	Total
Withdrawn	3		3
Upheld	2	1	3
Dismissed	2	1	3
Varied			
Total	7	2	9

"Upheld" means the CRPC decision was overturned;
"Dismissed" means the CRPC decision was affirmed;
"Varied" means the CRPC decision was amended, usually by deleting a condition.

SUBDIVISION DECISIONS

	April 1, 1990 to March 31, 1991	April 1, 1991 to March 31, 1992
Total Tentative Applications Received	172	73
Total Outline Applications Received	4	2
Total Urban Lots Approved		
Single Family	734	753
Semi-Detached	78	140
Multi-Family	16	7
Industrial	10	9
Commercial	18	4
Public Use/Institutional	22	18
Total	**878**	**931**
Total Rural Lots Approved		
Country Residential (2 to 10 acres)	18	
Agriculture (10 to 80 acres)	24	4
Isolation of Farmstead	41	3
Hamlet Residential	2	
Hamlet Commercial		
Hamlet Industrial		
Hamlet Public Use/Institutional		
Rural Industrial		
Rural Commercial		
Rural Public Use/Institutional	2	
Other*	1	2
Total	**88**	**9**
Total Lots Approved	966	940

* *Includes boundary adjustments*

PUBLICATIONS

Municipal Plans

Town of Turner Valley Dunham Area Structure Plan, 1992

Canmore Bow Valley Trail Area Structure Plan, 1992

Land Use By-laws

Village of Beiseker Land Use By-law No. 90-10, 1991

Town of Cochrane Land Use By-law No. 8/81, Office Consolidation, 1991

Town of Okotoks Land Use By-law No. 1-80, Office Consolidation, 1991

Studies and Background Reports

Prospect '90 - The Economy of the Calgary Region

Prospect '91 - Population Report for the Calgary Region

Prospect '91 - Recreation Trends in the Calgary Region

Prospect V.1. N.1. - Population Report for the Calgary Region

Prospect V.1. N.2. - The Elderly in the Calgary Region

Prospect V.1. N.3. - Urban Land and Lot Supply in the Calgary Region

Census Information

Airdrie Census Results, 1991
Beiseker Census Results, 1991
Black Diamond Census Results, 1991
Canmore Census Results, 1991
Cayley Census Results, 1991
Chestermere Lake Census Results, 1991
Cluny Census Results, 1991
Cochrane Census Results, 1991
Foothills M.D. 31 Census Results, 1991
Gleichen Census Results, 1991
High River Census Results, 1991
Hussar Census Results, 1991
Irricana Census Results, 1991
Longview Census Results, 1991
Okotoks Census Results, 1991
Standard Census Results, 1991
Strathmore Census Results, 1991
Turner Valley Census Results, 1991
Selected Comparisons, 1991

General Information

Information: A Guide to Municipalities within the CRPC

Regional Trends Review

Newsletter, "Update"